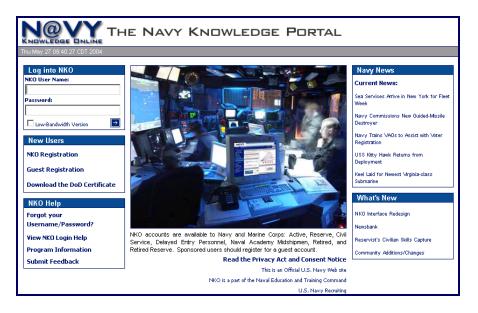


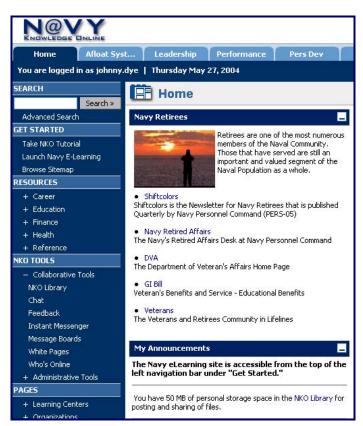
### **NKO Instant Messaging/Chat Center**

#### **Directions to access the NAVSUP Fleet Support Chat Room**

1. Access Navy Knowledge On-Line at <a href="https://www.nko.navy.mil">www.nko.navy.mil</a>.



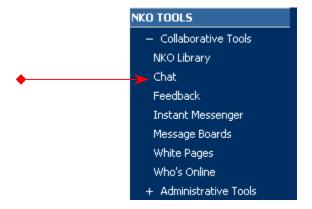
- 2. At the NKO Logon screen, enter your NKO User Name and Password.
- 3. The NKO main page will appear.



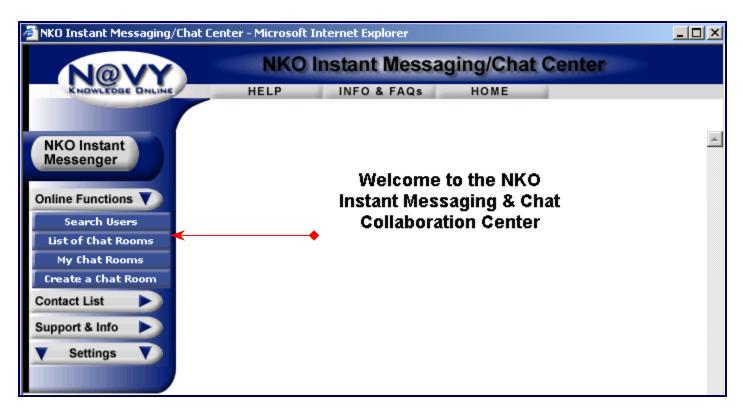


### **NKO Instant Messaging/Chat Center**

4. Select *Chat* from the **NKO Tools** section of the left menu bar.



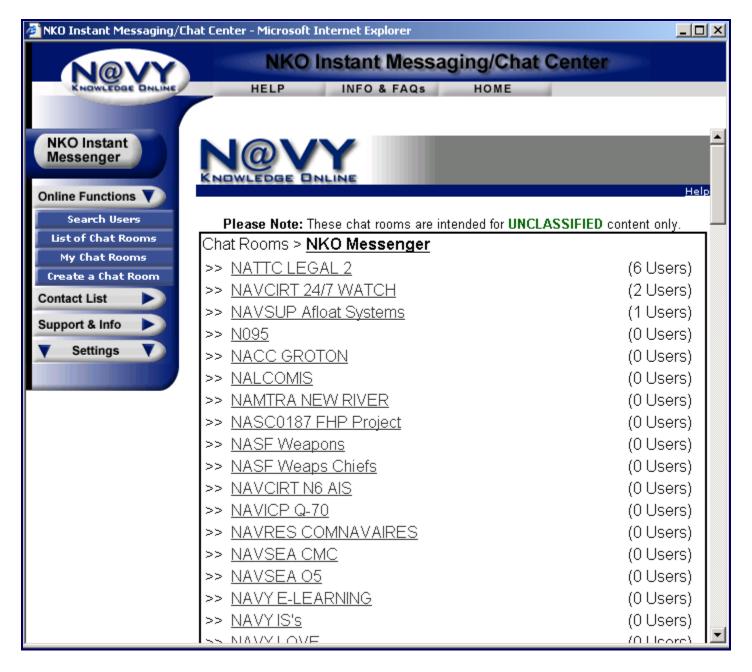
5. The NKO Instant Messaging and Chat Collaboration Center screen appears. Select *List of Chat Rooms* for the menu on the left.



6. Then NKO Instant Messenger box will appear and the list of available chat rooms will be displayed. Click on the screen displaying the list of chat rooms. Active chat rooms (rooms with people logged in to the rooms) will be displayed on top. All other rooms will be listed in alphabetical order.



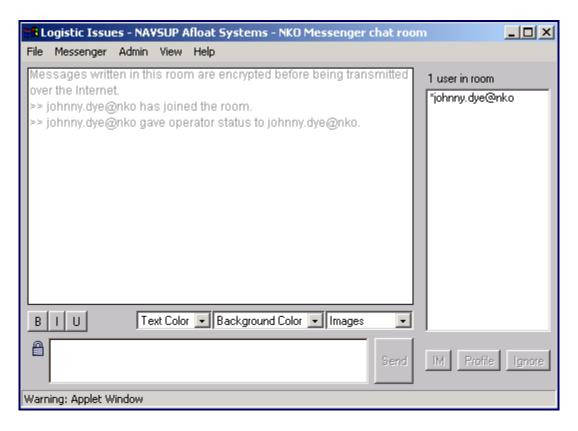
### NKO Instant Messaging/Chat Center



- 7. Select the NAVSUP Afloat Systems chat room from the list of active chat rooms. In the event the moderator has not activated the chat room, scroll down to the bottom of the page and select "N" to display all chat rooms beginning with the letter "N". Double click on the **NAVSUP Afloat System** chat room to open the chat window.
- 8. The chat room screen appears with the list of active users on the right side of the screen. You are now ready to join the chat.



# **NKO Instant Messaging/Chat Center**



9. To chat, enter your message in the box on the bottom of the screen. Click the send button or hit enter on your keyboard. Your message will appear in the dialog box. If you have trouble access the NAVSUP Afloat Systems Chat Room, contact the moderator at (757) 443-0519 or DSN 646-0519.